

# Board of Directors Minutes, September 14, 2022

A meeting of the Board of Directors (the Board) of Trans Pride Initiative, a Texas corporation (the corporation), was held September 14, 2022. The meeting was done by phone and video conference.

## *Attendees*

- Directors present by remote connection: Nell Gaither, Bret Camp, Josh Crabtree, James Fairchild
- Directors absent: none

## *Call to Order*

- Chair Nell called the meeting to order at 7:02pm. A quorum of directors was present, and the meeting, having been duly convened, was ready to proceed with business.

## *Announcements*

- Nell announced that we had just gotten word that a possible trans woman had been killed at Gib Lewis in early August and noted we were able to find a related Death in Custody report.
- There were no other announcements.

## *Reports from Officers*

- **President**
  - Nell apologized to Josh for forgetting that at prior meeting, we had set time for this meeting as 7:15pm. Noted next meeting may be one hour less difference due to time change.
  - Nell noted our part time staff person quit in August with no notice given.
  - Nell noted will consider hiring, but also try to make adjustments to reduce need.
  - Nell noted that our insurance agent never let us know we could cancel workers comp in 2020 after Dani left, and noted other problems with the agent. Nell noted that the Nonprofits Insurance Alliance has provided an alternate agent, and requested if board members have agent suggestions to let her know.
    - Bret suggested checking the Center for Nonprofit Management.
    - James said he would check with former coworkers at CitySquare.
    - There were no additional suggestions.
  - Nell asked if there is a board preference on keeping workers comp even though no employees. No one had any strong feeling either way, and all agreed to keep it for now, reconsider if we don't hire in the coming months.
  - Nell reviewed the purchase of a file cabinet for the Texas Mutual safety grant, noting the mistake in that this went over the president's preapproved limit.
    - In response, board members discussed whether the president's limit should be raised, and all felt that our financial status is good enough that it could be raised to \$1,000 or \$1,500.

- Bret motioned that the president's item limit on purchases without board approval be raised to \$1,500. Josh, seconded. Bret, Josh, and James voted to approve; Nell abstained. The president's item limit on purchases without board approval raised to \$1,500.
  - There were no further questions or comments for the president.
- **Secretary**
  - Acting secretary asked that the board approve the minutes from the April 19, 2022, board meeting. Bret motioned that the minutes be approved, James seconded, and all present voted to approve the minutes.
  - There were no questions for the acting secretary.
- **Treasurer**
  - Acting treasurer made reference to the August 2022 reconciliation summary and detail. Acting treasurer noted that Wells Fargo had made a mistake by recording a July deposit as a check written, so we did not reconcile the July statement but reconciled July and August together after the bank fixed the issue. Relevant bank letters and documents kept with the financial records for tracking purposes. Acting treasurer noted that the bookkeeper may enter some journal entries to more formally record, but that can be done later. Acting secretary asked if there were any questions or concerns. There were no comments or questions.
  - Acting treasurer provided a review of significant grants and donations for 2022 to date:
    - Eliot Callon individual donation: \$2,500
    - Chesapeake & Potomac Softball fundraiser/donation: \$1,500
    - Crunchyroll donation: \$5,000
    - Hudson River Trading donation: \$3,000
    - Vivid Cheers donation: \$2,500
    - Borealis 2022 grant (general + development): \$29,000
    - Texas Mutual safety grant: \$1,500 (special grant for safety improvement)
    - Luna's Charity Fund donation: \$1,852
    - Total donations and grants 2022: over \$70,000
    - Note: Texas Pride Impact Funds mistakenly sent \$2,300, which was refunded to them.
  - Acting treasurer noted the Texas Mutual safety grant required us to spend at least \$1,500 on safety equipment to receive the grant; we were able to get a new large file cabinet within the restricted grant, as well as ergonomic and safety office equipment for the grant amount and about \$80 of TPI funds.
  - There were no questions for the acting treasurer.

## *Committee Reports*

- **Fundraising Team**
  - Nell referred to the Treasurer report for fundraising activities to date.
  - Nell noted no significant fundraising efforts done this year except filling out the Borealis application.
  - There were no questions or discussion about the fundraising work.
- **Action Team: Prison Support**

- Nell noted we lost the prison services staff person.
- Nell noted we currently have a backlog of about 45 days, which is not bad, and that she is exploring some ways to reduce time for letter responses, including a type of form letter, that well mean we may not have to hire someone.
- Nell went over the PREA compliance work that we hope to implement fully in 2023
  - Josh asked about language related to auditor contacts, asked who else they were required to contact and if there is a list, and asked what constituted “contact.”
  - Nell explained that yes, the language is not as strong as we would like, but we plan to interpret it as requiring contact and following up as if it is an expectation.
  - Nell noted that Texas Association Against Sexual Assault (TAASA) is the only known contact, but there could be some local contacts.
  - Nell noted that we would consider viewing the web report for the unit being audited and referencing that in the audit report as “contact” in most cases.
  - Bret asked what would we require of auditors for units where we have limited information.
  - Nell clarified that we don’t have extensive data for all units, and we would not consider units with little data as requiring reference of our data, but audits of units for which we have some substantive level of data would be considered as insufficient if they do not reference and use our data in some way.
- Nell covered the status of Project 103 briefly
  - Nell noted we have identified Jayla Wilkerson as an interested Texas attorney, and she is now working with the project.
  - Nell noted that coordination is ongoing but slow between Moira, Jayla, and Nell.
  - Nell reported that Brian McGiverin has been unresponsive to Moira about the request for prior suit related materials.
  - Nell noted wanting to wait to get materials before asking for return of the TPI retainer with Brian/Austin Community Law Center, and that we will consider allowing Brian to request payment for expenses and reasonable costs.
- There were no further questions or discussion about the prison committee work.
- **Action Team: Healthcare Committee**
  - Nell briefly discussed the status of the Parkland Discrimination Project.
    - Nell noted HHS is still refusing our FOIA request for investigation notes and documents.
    - Nell has asked for a status report of the current FOIA request to contacts listed in our FOIA request acceptance letter.
    - Anticipating delay, Nell is currently writing an appeal to Agency Chief FOIA Officer.
    - Nell noted next step is requesting review by FOIA Ombudsman at National Archives.
    - Nell asked if anyone had opinions on pursuing legal action. James noted he would be curious about what is in the notes since they are refusing to provide, but all agreed we needed more information about cost and effort for pursuing legal action.
  - There were no further questions or discussion about the healthcare committee work.
- **Other Teams and Committees**
  - There were no questions or discussion about the other teams and committees.

## *Unfinished Business*

- Per agreement at the April 19, 2022, board meeting, the status of a search for a Secretary will remain unfinished business until someone is identified to fill the position.
  - Nell noted that there had been discussion with the staff member who recently left TPI about taking on the Secretary duties, and that person was interested. However, that is no longer an option.
  - There were no further discussions about someone filling the Secretary position.
- There was no other unfinished business.

## *New Business*

- The directors discussed a time for the next meeting and agreed to plan on the date of February 8 or 22, 2023, with the time to be determined, possibly 6:00 or 6:15 to accommodate time zone differences.
- There was no further new business to consider at this time.

## *Open End*

- There were no open end discussions at this meeting.

## *Adjourn meeting*

The meeting was adjourned at 7:50pm.

Respectfully submitted,

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Nell Gaither, Acting Secretary

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Date